



## **LEGISLATIVE COMMITTEE MEETING MINUTES**

Thursday, June 30, 2022 – 6:00 pm

Hosted Remotely via MS Teams

### **COMMITTEE MEMBERS**

HANLEY CHAN, JASON CHITTAVONG, COURTNEY ELLINGTON, CHRISTOPHER MCDONALD, COURTNEY MILLER, VICTOR OLIVIERI, NICHOLAS RUSANOFF

### **CHAIR**

JASON CHITTAVONG

- **CALL TO ORDER**

- Chair Jason Chittavong called the Legislative Committee Meeting to order at 6:02pm.

- **ATTENDANCE**

Meeting attendance is mandatory for committee members. The chair will take attendance at each meeting and send report to VAC commission secretary.

- Chair Jason Chittavong called attendance:
  - Hanley Chan – present
  - Courtney Ellington – present
  - Christopher McDonald – present
  - Courtney Miller – absent
  - Victor Olivieri – absent
  - Nicholas Rusanoff - present
- As the chair called attendance, a committee member questioned why VAC secretary did not take attendance. Chair responded with a reminder the VAC Executive Team stated the secretary will not attend the first committee meeting, but will attend future meetings once the committee established a recurring meeting schedule. Chair will follow up with VAC Executive Team for clarification on administrative support.
- Chair completed attendance and confirmed quorum.

- **WELCOME AND OVERVIEW**

Welcoming remarks by the committee chair to open the first meeting of the Legislative Committee.

- Chair thanked committee members for their participation and welcomed public attendees, noting time allotted on the meeting agenda for public comments. Chair briefly reviewed rules and conduct expectations for the meeting, requesting



commissioners use “raised hand” feature in TEAMS and speakers will be called on in order of request. Meeting will be conducted in compliance with Brown Act and Sunshine Ordinance. Chair asked for the committee’s assistance and support to maintain compliance at this meeting and future meetings.

## **ANNOUNCEMENTS**

- Chair to review meeting attendance requirements with the committee members.

## **MEETING DISCUSSION POINTS**

- Review committee goals and objectives
  - Chair discussed purpose of Legislative Committee, noting that because the VAC discontinued the Rules Committee, the functions of that committee have been absorbed by the Legislative Committee. Chair opened floor for comments from committee members:
    - Several commented the responsibilities of a Rules Committee should remain separate from Legislative Committee.
    - Commissioner Ellington suggested if Rules Committee is merged with Legislative Committee, the VAC provide clear details about the function and expectations of a Rules/Legislative Committee.
    - Commissioner Chan proposed this committee recommend the VAC vote to re-instate Rules Committee. Chair acknowledged Commissioner Chan’s proposal.
  - To facilitate reaching goals and objectives, Commissioner Rusanoff recommended the committee hold itself accountable to a timeline – updates, work-in-progress status, etc.
- Discuss limiting committee to 3-5 seat members
  - Chair noted five members present at this meeting and asked for comments at setting committee as five-member committee.
  - After discussion, Chair requested motion to add as an action item to the next meeting agenda, a vote to set committee at five members.
    - Motion by Commissioner Rusanoff
    - Seconded by Commissioner Ellington
    - Action Item to vote on five-member committee will be added to the next meeting agenda.
  - Chair asked for public comment on action item. No public comments.
- Discuss and determine the recurring meeting schedule of Legislative Committee.
  - Brief discussion about scheduling meetings for 6:00pm on last Thursday of each month. After discussion, Chair called for motion to vote on meeting schedule.
    - Motion by Commissioner Ellington
    - Second by Commissioner Rusanoff
    - Majority vote (4-yes, 1-no response) confirmed meetings to be scheduled on last Thursday of each month at 6:00pm via MS Teams.



- Open floor to public comment.
  - Chair opened floor to public comment. No comments.

#### **ADJOURNMENT**

- Meeting adjourned by committee chair at 6:42pm

The next meeting of the Legislative Committee will be held remotely via MS Teams on **Thursday, July 28, 2022 at 6:00pm.**

Meeting agendas and minutes are posted on the Veterans Affairs Commission website.